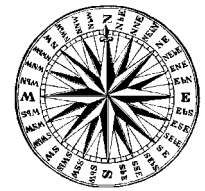# THE AICS NAVIGATOR

Vol. 4 Issue 1...January 2001

The AICS Navigator is a publication created by the AICS Section to be archived as reference material. Its creation and design is for the purpose of providing support and user information in a reader friendly format. Questions, comments, and suggestions are valued and can be addressed by contacting Dawn Brinningstaull at 517/322-5018 or email AICSMAIL@state.mi.us.

AICS To Be Down February 15-19, 2001

After five years of data entry, the AICS database has reached the limits of its original design and it is now necessary to reorganize the database to take us through the next 3-4 years or until LEAMS becomes fully functional. It is anticipated that the reorganization of the database will take approximately 94 hours or 4 days.

The reorganization has been scheduled for February 15-19, 2001. We are scheduling around the February 19 President's Day holiday in hopes of least inconveniencing our users. AICS will go down at 5 p.m. on Thursday, February 15 and stay down until approximately 3 p.m. on Monday, February 19.

AICS users should begin to prepare for the reorganization by verifying their AICS standalone systems are loaded and operational. Worksites should also prepare to use a paper complaint book to track incident numbers and a paper form to record property items (a sample of each has been mailed to your agency. Additional copies are available on the MSP Intranet or by contacting the HELP Desk).

The AICS staff is available to assist users with additional copies of the Standalone software or to provide instructions for loading the software on to computers and/or laptops. The AICS staff will also be available on Tuesday, February 20 at 7:30 a.m. to assist users with uploading their standalone incidents to On-Line AICS.

We are sorry for this inconvenience and will do everything possible to expedite the reorganization. If you have any questions, please contact the Help Desk at 517/322-5042.

NEW RELEASE: AICS Version 8.0 will be released at the end of the first quarter of 2001. It will contain an upgraded word processor that allows for bullets, numbering, changing of font color, an on-line spell check, and many other features.

Also included will be the addition of a Person Type column on the person search; additional fields on the Premise screen to capture bin, lab number, stolen and recovered dates; as well as corrections to a few problems.

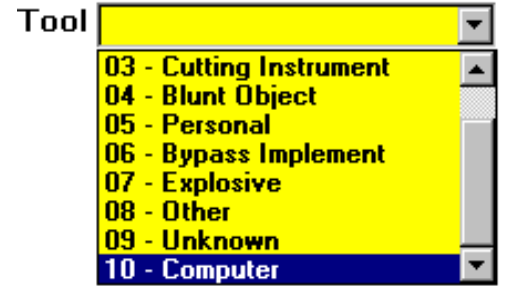**Watch the AICS Sign-On screen for further information about the dates of the release**

REMINDER THAT LEOKA FORMS MUST BE SUBMITTED TO THE CRIMINAL JUSTICE INFORMATION CENTER MONTHLY. AGENCIES WITH NO ACTIVITY STILL NEED TO SUBMIT THE LEOKA FORM INDICATING A ZERO IN THE 'TOTAL' BOX.

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WHEN TO REPORT COMPUTER CRIMES
ON THE FILE CLASS SCREEN

Criminal activity in which computers are involved is expanding. The increase is so evident that the state legislature took action and appropriated funds in the 2000/2001 budget for the Department of State Police to create a means to focus on computer crimes. The Michigan State Police has used these funds to expand the Computer Crimes Unit in southeast Michigan and create a second Unit in the Lansing area.

The Computer Crimes Units are available to assist law enforcement agencies with forensic exams of computers, electronic communications, and digital evidence. They are available to assist with investigations of material contained on computers, provide on-site help at the criminal site, shutting down computer programs and preparing them for transport. The teams are also conducting proactive criminal monitoring. They monitor internet sites and chat rooms for child pornography and child predators. For further information about the Computer Crimes Units, please contact F/Lt. Karen Halliday at 517/336-2010 in the Lansing area or Insp. Ann Marie Gibson at 734/525-4149 in southeastern Michigan.
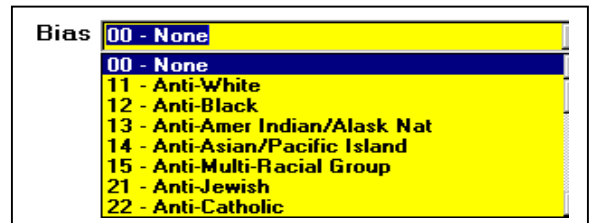
AICS users can help track the trend of computer activity by indicating '*computers used as tools'* in a crime. Users indicate computer use on the File Class Screen. Clicking in the Tool field on the lower portion of the screen will display '10-Computer' as an option. Selecting this option will allow us to run reports to pull statistics for agencies requesting this information.

Samples of crimes in which computers should be indicated as tools are: money laundering where the criminal used the computer to electronically move money between accounts; child pornography cases involving electronic transfers, or homicides for hire posted on the internet. Computers should not be indicated as a tool unless the computer was used in the commission of the crime (i.e., a computer stolen from a home should not be listed as a tool).

WHEN TO REPORT HATE/BIAS MOTIVATION CRIMES
ON THE FILE CLASS SCREEN

Hate/Bias Crime statistics are used to indicate whether an offender was motivated to commit an offense because of his/her bias against a racial, religious, ethnic/national origin, sexual orientation or disability group. The mere fact that an offender is biased against the victim's racial, religious, ethnic/national origin, and/or sexual orientation group does not mean a hate crime was involved. Rather, the offender's **criminal act** must have been motivated, in whole or in part, by bias.

Suspect Bias Motivation is to be reported ONLY IF the investigation reveals sufficient objective facts to lead a reasonable and prudent person to conclude that the offender's actions were motivated, in whole or in part, by bias.

Incidents which do not involve any facts indicating biased motivation by the offender are to be coded as 00-None (AICS defaults to 00-none).

Incidents where some facts are present, but are not conclusive should be coded 99-unknown.

DETERMINING PROPERTY VALUES IN AICS
MDOP's, Drugs, Credit Cards, Stolen

To determine the value for MDOP's:

➢ Enter the amount that it will cost to repair the damage (i.e., a $15,000 automobile has a broken windshield. The windshield can be replaced for $300. For AICS, enter the automobile using the Vehicle Screen. Enter the value of the property at $300—the cost to replace the windshield—and state that the windshield was broken in the description area.)

Value for drug property:

➢ If drugs or narcotics are seized in a drug case, no value is to be entered into the property Value field.

Value for credit/debit cards and nonnegotiable instruments:

➢ If credit/debit cards or nonnegotiable instruments are entered into AICS, no value is to be entered into the property Value Field.

To determine the value of stolen property:

➢ Use fair market value for articles which are subject to depreciation because of wear and tear, age, or other factors which cause the value to decrease with use.
➢ Use cost to the merchant (wholesale costs) or the dollar value representing the actual cash loss to the victim for goods stolen from retail establishment warehouses, etc. Do not include markup or profit.
➢ Use victim's evaluation of items such as jewelry, watches, or other similar goods that decrease in value slightly or not at all with use or age.
➢ Use replacement cost or actual cash cost to victim for new or almost new clothes, auto accessories, bicycles, etc.
➢ When the victim obviously exaggerates the value of stolen property for insurance or other purposes, common sense and good judgement will dictate a fair market value to be placed on the stolen items by law enforcement.

BRIDGEPORT ARMED ROBBERY

Bridgeport troopers investigated a particularly vicious armed robbery of a business establishment by a masked gunman. The robbery consisted of several victims aside from the business itself. Several weeks later the troopers developed a possible suspect. Searching through AICS by name, the Bridgeport troopers located an incident report submitted by the Saginaw Police Department, which not only fully identified the suspect but also contained an address. Additionally, the Saginaw incident contained details of a similar crime with a similar M.O.

This new information contributed to the probable cause for a search warrant. The suspect was subsequently arrested, confessed to the crime and currently awaits trial on 16 counts of armed robbery.

Special thanks to F/Lt. Mark Soffin, Post Commander, Bridgeport for bringing this to our attention.

If you have an incident in which AICS assisted in the arrest or apprehension of a suspect, please give the AICS Help Desk a call for inclusion in our next newsletter.

LAW ENFORCEMENT AGENCY MANAGEMENT SYSTEM (LEAMS)

Update

The LEAMS Steering Committee has been formed and is comprised of the following *voting* members: Sheriff Stephen DeBoer, Barry County S.D.; Sheriff Michael Mercer, Newaygo County S.D.; Chief Don Pussehl, Saginaw P.D.; Chief Roy Rook, Woodhaven P.D.; Insp. Dan Smith, MSP USB; and Insp. Mark Dougovito, MSP ISB. *Non-Voting* members are Mr. Thomas Robertson, PACC/PAAM; Prosecutor Gail Benda, Ionia County; Mr. John Ferry, State Court Administrators Office; Mr. John Mahoney, Oakland County CLEMIS; Mr. Jeff Baumann, Department of Corrections; Mr. Rudi Edel, 46th Circuit Trial Court; Capt. Tom Miller, MSP Communications; Mr. Jim Cook, MSP Criminal Justice Data Center; and Mr. Nicholas Bozen, Secretary of State's Office.

Ms. Mary Levine (LEAMS Project Coordinator) and MTG (the vendor hired hosted numerous focus groups around the state by the State Police to assist with the LEAMS project). The focus group meetings were held to solicit from current and future users what they want in LEAMS. Results of these focus groups are being compiled by MTG.

MTG has distributed surveys to peer agencies and vendors to collect data on available management systems.

The LEAMS Steering Committee will meet on January 11, 2001 to begin drafting the business requirements for the new system based on the information collected from the focus groups and the surveys.

AICS SUPERVISORY VIDEO

Looking for information on how to use AICS as a supervisory tool? **The AICS Unit now has 3 videotapes which agencies may check out for a two-week period that will assist you with using AICS as a supervisory tool. Call the AICS Help Desk to reserve a copy of the videotape.**

Help Desk: 517/322-5042

Welcome Aboard
New On-Line AICS Users
'Grandfathering' to LEAMS

- Hesperia Police Department
- MSP Gaming (Greektown)

35 new agencies have submitted the AICS Use Agreement and are scheduled to come on board during the first quarter of 2001. These agencies are the last to meet the LEAMS 'grandfather' deadline as set forth on January 1, 2001.

Watch the April <u>AICS Navigator</u> for a complete list of AICS agencies.

AICS DEVELOPMENT UNIT STAFF

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